**Northern Illinois University**

**COMMITTEE FOR THE IMPROVEMENT OF THE UNDERGRADUATE ACADEMIC EXPERIENCE (CIUAE)**

Monday, October 7, 2024

Microsoft Teams Meeting

**Approved Minutes**

Present: Wenlian Gao, Farah Ishaq, Shannon Becker, Carol Walther, Yasuo Ito, Greg Barrett, Ja’kobe Jones, Sam Lee, Tylo Blackburn, Calvin Soldan, Caela Hinkle, Mark Pienkos, John Boswell, Jeanie Sparacino

Absent: Alicia Schatteman, Shicheng Chen, Alissa Droog, Maddux Chanthaboury, Dante Fishman, Jason Rhode, Andrea Radasanu,

Adoption of Agenda.

 The meeting started at 1:04 p.m. Yasuo Ito made a motion to approve the agenda; Tylo Blackburn seconded, approved unanimously.

Introduction.

1. Farah Ishaq had new members introduce themselves and went over Committee duties and expectations.
2. Ishaq went over committee duties and expectations.
3. Ishaq pointed out who are voting members and who are not of the committee.
4. Ishaq discussed the three awards this committee votes on. The Excellence in Undergraduate Instruction Award (EUIA), The Excellence in Undergraduate Teaching Award (EUTA), and the David W. Raymond Award for Use of Technology in Teaching.

 Membership Updates – Ishaq reported to the committee, we are in search of a faculty representative from the College of Engineering and Engineering Technology (CEET), and student representatives from CEET and the College of Health and Human Sciences (CHHS).

Approval of Minutes

Tylo Blackburn made a motion to accept September 9, 2024, minutes, Shannon Becker seconded the motion, approved unanimously.

Baccalaureate Council Updates – VP Alicia Schatteman was unable to attend. Ishaq will update the committee later.

Student Engagement Fund (SEF) - Updates were given, the application process for the Student Engagement Fund is due on November 4, 2024. Help with the review process, focus will be on the mentoring plan and student experience rather than research qualities. A handful of applicants at this time.

Old Business

1. New Award Deadlines, Application Process, Award Language, and the criteria to be awarded were discussed.
2. Meeting with Brian Williamsen, Director of Communications for Academic Affairs, to discuss recruitment and communication ideas to promote awards.
3. Ishaq shared language that is being added to the David W. Raymond Award for Use of Technology in Teaching. “A regular faculty member who presents the best proposal for a new project or program integrating technology into the faculty member’s teaching.”

Committee Focus Theme

1. Recap of brief September 9th meeting discussion. Ishaq gave examples of last year and what was proposed at the last meeting.
	1. Ishaq has contacted certain programs on campus and may have a guest speaker to cover the information.
	2. What we want to accomplish this year.
2. Brainstorming
	1. Took time for the committee to brainstorm ideas to create a survey.
	2. Ishaq shared a Google doc to collect ideas for this year.
	3. A few ideas, Advising, Student communication, Wellness Crew, Mentoring, Student engagement.
	4. Survey sent out after the meeting, October 21, 2024, the survey will expire.

Announcements

 Yasuo Ito announced a haunted physics lab on Saturday, October 26, 2024, 11am-3pm, Calvin Soldan stated the chemistry club is also a part of the haunted lab.

Adjournment. Becker moved to adjourn the meeting; seconded by Greg Barrett. The meeting was adjourned by unanimous vote at 2:37 p.m.

Next meeting: November 4, 2024, 1pm-3pm.

Respectfully submitted by: Jeanie Sparacino